



**Starfish | Student Success Platform**

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**SUNY NEW PALTZ**

**Starfish Profile Set-Up**

## Welcome to Starfish® @ SUNY New Paltz!

Starfish is an easy-to-use tool that gives you the opportunity to connect with SUNY New Paltz on another level and help improve your success. Getting started is easy!

### Log in Directions:

1. Sign in to [my.newpaltz.edu](https://my.newpaltz.edu).
2. Click “Starfish” Link under “Resources” (left-hand side).



## Setup Your Profile

An important first step when you begin to use Starfish is setting up your profile. Some of your profile, such as your contact information, is imported from your LMS or SIS.

1. From the hamburger menu , click **Your Name** > select **Edit Profile**.
2. Select your **Preferred Login Page** from the dropdown under **Profile Settings**.
3. Toggle the **Share Links** option(s) if you would like to share your appointment and/or profile link with students and staff.
4. View and update your **Contact Information**.
5. Double check that the **Time zone** selected matches your time zone. This time zone will be used when including appointment times in emails from Starfish.
6. Click the **Submit** or **Save Changes** button to save your changes.

